

How to Use the Major Laboratory Equipment, Furnishings and Related Services Statewide Contract

Contract #: HSP35**Contract Duration:** 02/01/12 to 12/31/13**MMARS #:** HSP35***Options to renew:** One from 01/01/14 to 12/31/14**Contract Manager:** Peter Etzel 617-720-3397 peter.etzel@state.ma.us**This contract contains:** Supplier Diversity Office SDO Contractors & Prompt Payment Discount (PPD)**Last change date:** 12/06/12

Contract Summary

This contract covers products and related services costing \$50,000 or more that are used in healthcare or scientific type laboratories including, but not limited to, clinical, forensic, environmental, and educational settings. The products and services available include:

- all laboratory equipment, peripherals, and furnishings
- installation and setup including integration into existing systems
- consumable and reagent agreements for specific instruments
- extended warranties, service and maintenance agreements
- technological upgrades
- test result reporting

This contract requires that the Purchasing Entity complete a Request for Quote (RFQ) form specifying the items and services to be purchased and distribute it by e-mail attachment to only those Vendors who are currently active on SWC HSP35. For items costing less than \$50,000 each, this contract may be used in place of SWC HSP34 Laboratory Supplies and Minor Equipment if the RFQ process is followed.

Benefits and Cost Savings

- The RFQ process allows a Purchasing Entity to request on the RFQ form, ancillary costs or requirements such as training, service and maintenance, and supplies.
- In addition to direct outright purchase, purchases made through this contract may be: term leases, reagent rental, or cost per test agreements.
- Many SDP Plans are inclusive of subcontractors qualified to support a department for services under this contract and also helps a department to meet their SDP annual benchmarks.
- Vendors have local, regional, national and international experience and exposure.

Who Can Use This Contract?

Applicable Procurement Law: MGL c. 7, § 22; c. 30, § 51, § 52; 801 CMR 21.00

Eligible Entities:

01. Cities, towns, districts, counties and other political subdivisions
02. Executive, Legislative and Judicial Branches, including all Departments and elected offices therein;
03. Independent public authorities, commissions and quasi-public agencies
04. Local public libraries, public school districts and charter schools;
05. Public Hospitals, owned by the Commonwealth;
06. Public institutions of high education
07. Public purchasing cooperatives;
08. Non-profit, UFR-certified organizations that are doing business with the Commonwealth;
09. Other states and territories with no prior approval by the State Purchasing Agent required;
10. Other entities when designated in writing by the State Purchasing Agent.

Pricing and Purchase Options

Purchase Options: Purchases made through this contract may be direct outright purchases, term leases, reagent rental, or cost per test agreements.

Prevailing Wage RFR section 3.7.3: All or part of the service(s) available under this contract may require the payment of prevailing wages. Details follow regarding when the purchasing authority must request a prevailing wage schedule from the Department of Labor Standards (DLS) at <http://www.mass.gov/lwd/labor-standards/prevailing-wage-program/>. The DLS homepage is www.mass.gov/dols, phone 617-626-6953. Prevailing wages may be required under M.G.L. c. 149, Sections 26 through 27D (construction); Section 27F (trucks, vehicles and other equipment performing public works functions (non-construction); Section 27G (moving office furniture) and 27H (state cleaning contracts). Any eligible public entity that uses this contract will be considered the “awarding authority” and must request a prevailing wage schedule at the time of the engagement of the contractor for specific services.

Quotes: The Purchasing Entity must complete a Request for Quote (RFQ) form specifying the items and services to be purchased and distribute it by e-mail attachment to only those Vendors who are currently active on SWC HSP35.

Returned Goods: The Purchasing Entity may return any item in original packaging and in saleable condition within thirty (30) calendar days of receipt of order, unless at time of the order the Vendor clearly stated in writing that an item was not returnable. If the Purchasing Entity discovers concealed damage and notifies the Vendor within sixty (60) days of receipt, the item must be replaced or a credit issued. A wrongly shipped item received in error for which the Purchasing Entity notifies the Vendor within 60 calendar days of receipt must be replaced, credited, or repaid by check at the option of the Purchasing Entity.

The Vendor is responsible for the shipping costs of all returns and restocking charges are not allowed under the Contract.

Delivery: Shipping and delivery costs are part of the RFQ form.

Ordering: To ensure contract pricing, orders should include language that makes it clear the order is being placed under SWC HSP35.

Recalls or Notices of Defects - The Purchasing Entity is to be notified by the Vendor within 5 days to work together to maintain operations. The Purchasing Entity is not responsible for the cost to replace or repair the item.

Vendor List and Contract information

The available contractors are listed below. Supplier involvement in any of the following programs will have the appropriate three to four letter code at the end of the vendor listing. Programs include Small Business Purchasing Program (SBPP), Supply Diversity Office Certification (SDO, Formerly SOMWBA Certification), Supplier Diversity Program (SDP, Formerly AMP), Environmentally Preferable Products Program (EPP), and Prompt Pay Discount (PPD):

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| 1. AB Sciex, LLC | 877-740-2129, SDP, no PPD |
| 2. Fisher Scientific | 508-360-5353, SDP, PPD 1% within 10 days |
| 3. Government Scientific Source | 800-248-8030x160, SDP, no PPD |
| 4. Leica Geosystems | 800-367-9453, SDP, PPD 2% within 10 days |
| 5. Qiagen, Incorporated | 800-426-8157x22179, SDP, PPD 1% within 10 days |
| 6. VWR International | 678-288-3159, SDP, PPD 1% within 10 days |

Detailed vendor information is available on Comm-PASS www.comm-pass.com, click on the “Contracts” tab, in the Document Number box enter Document Number HSP35 (no spaces), click the “Search” button, the page looks almost the same – click on the underlined link “There are 1 Contract(s) found that match your search criteria”, click on the eyeglasses to the right of the HSP35 information, click on the “Vendor(s)” tab to see all vendors, and click on the eyeglasses to the right of any vendor of interest for detailed information.

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Summary of Where to Obtain Important Contract Information

To obtain in depth contract information please go to the Comm-PASS (www.comm-pass.com) website, click on “Contracts” then search by document number HSP35 to locate the following contract information:

Contract User Guide	“Forms & Terms” tab
Request for Quotes Form	“Forms & Terms” tab
RFR HSP35 Main Solicitation Document	“Forms & Terms” tab

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